

**INFORMATION NETWORK OF KANSAS  
BOARD OF DIRECTORS MEETING  
Minutes of March 18, 2004**

The meeting was called to order at 2:10 p.m., March 18, 2004 at KTEC second floor conference room, 214 SW 6th, Topeka, Kansas.

The following Board members or proxy were present: Joe McKenzie, Todd Thompson, Ron Thornburgh, Tim Blevins, Denise Moore, Dennis Slimmer, and Dan Yunk. Others present were Jim Hollingsworth, INK Executive Director; Ann Marshall of Kansas, Inc.; Robert Knapp of Kansas Information Consortium; Roger Johnson of Wendling, Noe, Nelson, & Johnson L.L.C.; and Rob Bisch of Mize, Houser and Company.

Thompson welcomed McKenzie, Salina Public Library and Yunk, Kansas Farm Bureau to the Information Network of Kansas Board of Directors. Thompson introduced Bisch, as the new representative of Mize, Houser and Company.

**Approval of Minutes - February 19, 2004**

Motion was made by Thornburgh to approve the February 19, 2004 minutes. Slimmer seconded. Motion carried.

**Chairman Report**

Thompson announced Larry McGill, Kansas Insurance Association has submitted three names to the Governor to replace Ron Srajer on the Board.

**Approval of Treasurers Report**

Thornburgh presented the January 31, 2004 financial report. Hollingsworth reported he is still pursuing obtaining a line of credit from a Kansas Bank to pay year end obligations. Discussion ensued.

Motion was made by Thornburgh to accept the Treasurers Report. McKenzie seconded. Motion passed.

**Network Manager Report**

Knapp presented the KIC financials for February 2004, Service Request #327 - Office of the Governor Online Press Conference, Service Request #328 - Kansas Board of Technical Professionals Online Renewal, Service Request #329 - Kansas Board of Nursing Online Annual Report Filing, Service Request #330 - Office of the Governor Online Chat, and contracts with Kansas Board of Healing Arts Online Renewals, and Kansas County Online Payment Portal Services (Template) for Allen, Atchison, Barber, Bourbon, Brown, Butler, Cheyenne,

Cloud, Coffey, Comanche, Cowley, Crawford, Dickinson, Doniphan, Douglas, Elk, Ellis, Ellsworth, Finney, Ford, Franklin, Geary, Gove, Grant, Gray, Greeley, Greenwood, Hamilton, Harvey, Haskell, Hodgeman, Jackson, Jefferson, Kingman, Kiowa, Lane, Leavenworth, Linn, Logan, Lyon, Marion, Marshall, McPherson, Meade, Miami, Mitchell, Morris, Morton, Nemaha, Neosho, Norton, Osage, Osborne, Ottawa, Phillips, Pottawatomie, Pratt, Rawlins, Reno, Rice, Riley, Rooks, Rush, Russell, Saline, Scott, Seward, Sherman, Smith, Stafford, Stanton, Stevens, Sumner, Thomas, Trego, Washington, Wichita, Wilson, Woodson, and Wyandotte Counties (80 counties total) (attached).

Knapp reported there were close to 100 registrations for the PKI 101 training session held on March 18, 2004. Knapp distributed copies of the new Public Key Infrastructure brochure.

Knapp reported on the issuance of an RFP for a point of sale by the Kansas Department of Wildlife and Parks. Discussion ensued.

Knapp reported INK is getting national press coverage. He will provide a list in future reports.

Motion was made by Thornburgh to accept the February 2004 KIC financials, approve Service Request #327, Service Request #328, Service Request #329, Service Request #330 and approve the Kansas Board of Healing Arts Online Renewal Contract, and the Kansas County Online Payment Portal Services (Template) Contract (80 contracts.) Yunk seconded. Motion passed.

### **Executive Director Report**

Thornburgh requested a clarification of the \$2,500 spending authority of the Executive Director and if it included budgeted items. Hollingsworth presented the minutes of the March 20, 2003 Information Network of Kansas Board of Directors meeting where the limit is stated "that the Executive Director should have authority for up to \$2500." Discussion ensued. Blevins motioned for Hollingsworth to draft a clarification of spending authority and present it at the April Board Meeting, and for Hollingsworth not to spend more than \$2500 until the draft is presented. Thornburgh seconded. Motion passed. Thornburgh motioned to approve the bill from Central Telecom, Inc for computer equipment. Slimmer seconded. Motion passed.

Johnson presented the draft of the INK Financial Audit period ending June 30, 2003 and 2002, and the 2003 INK/KIC Contractual Audit. Johnson reported the Management Discussion and Analysis is not included in the draft and is a separate document. Hollingsworth reported he has presented the document to Thompson for his signature. Johnson reported that KIC has made an overpayment to INK. Discussion ensued. Thornburgh motioned to accept the draft of the INK Financial Audit June 30, 2003 and 2003, and INK/KIC



Contractual Audit. Yunk seconded. Motion passed. Thornburgh motioned to pay \$3,493 overpayment to KIC. Slimmer seconded. Motion passed.

Hollingsworth reported on attending a meeting of the Health and Human Services Cabinet. He reported the Governor seeks to GIS enable state asset locations, and needs to collect location information from all State Agencies. Hollingsworth stated that as part of the accessKansas website redesign, a dynamic site map is scheduled for calendar 3<sup>rd</sup> quarter of 2004. All site information for the redesign would be gathered from the State Agencies and he expressed to the HHS committee INK's willingness to work with a designated group of IT personnel to assist in the development of the data collection process and content in an attempt to satisfy INK's and the committee's needs.

#### **Other Business**

Hollingsworth reported that Kaw Valley State Bank is requesting a copy of a Drivers License for those Board members with signature authorization.

The meeting adjourned at 4:10 p.m.

A handwritten signature in cursive script that reads "Denise Moore".

Denise Moore, Secretary